

Request for Refund on Defective Gift Card

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Company Name]
[Company Address]
[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request a refund for a defective gift card that I purchased on [Purchase Date] from [Place of Purchase]. The gift card number is [Gift Card Number]. Unfortunately, upon attempting to use the card, I discovered that it was not activated properly or had no balance remaining.

While I understand that such issues can occur, I kindly ask that you assist me in resolving this matter promptly. I have attached a copy of my receipt and any other relevant documentation to facilitate your review.

I appreciate your attention to this matter and look forward to your prompt response. Thank you for your understanding.

Sincerely,
[Your Name]